



**LOUISBURG PARK AND TREE BOARD  
MEETING MINUTES  
Monday, October 10, 2016**

The Park Board of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with (Vice) Chairperson Jack Kline presiding.

**ATTENDANCE**

Vice Board Chairperson: Jack Kline  
Board Members: Michael McClellan, Wayne Knop  
City Council: Lonnie Kunz  
City Administrator: Nathan Law  
Mayor: Marty Southard  
LARA: Cindy Apple (Departed the meeting at 6:48)  
Recording Secretary: Rusty Whitham  
Visitors: None

**Item 1: Pledge of Allegiance**

**Item 2: Adoption of Agenda**

A motion was made by Michael McClellan to approve the agenda. The motion was seconded by Wayne Knop. Motion carried 3-0.

**Item 3: Approval of minutes**

A motion was made by Michael McClellan to approve the minutes from the May 9, 2016 Park and Tree Board meeting. The motion was seconded by Jack Kline. Motion carried 3-0.

**Item 4: Public Comment**

Cindy Apple representing LARA mentioned that there will be a referendum on the November 8, 2016 ballot to create a Recreation Commission. Apple explained that this is a joint effort between the Louisburg School District and the City of Louisburg. By using the school districts tax base, we are able to provide more for everyone in the district who want to utilize Louisburg's parks and programming opportunities. The School District and City of Louisburg will appoint a joint board to oversee the Recreation Commission. This Board will hire a Recreational Director to oversee the parks and programs of Louisburg.

Apple explained that the one mill levy tax will cost the average home owner (\$175,000 home) only \$1.68 per month. She also added that the School Board just voted to lower our taxes by one mill so our yearly taxes will remain the same.

Businesses are impacted by a higher assessment rate – 25% versus residential at 11.5%. For that reason alone they pay more than double based on their appraised value. An example of a residence's versus business's taxes (with the same appraised value) would be as follows:

Residence – \$250,000  
Assessment Rate: 11.5%  
Assessed Value: \$28,750  
One Mill: .001  
Taxes Owed: \$28.75  
Per month: \$2.40

Business – \$250,000  
Assessment Rate: 25%  
Assessed Value: \$62,500  
One Mill: .001  
Taxes Owed: \$62.50  
Per month: \$5.21

Apple also suggested that the proposed Recreation Commission will make our parks eligible for grants that may provide funding improvements. Apple ended by asking the Park and Tree Board members to help get the word out about this referendum. Apple provided the following website address for additional information concerning the Recreation Commission referendum:  
[www.louisburgrec.simplesite.com](http://www.louisburgrec.simplesite.com)

No further discussion occurred concerning this topic.

### **NEW BUSINESS ITEMS:**

**Item 5:** Annual Selection of Park and Tree Board Chairman and Vice-Chairman. Also, the Chairperson shall appointment Park Liaison's and Forest Manager positions in accordance with City Ordinance 1035.

A Motion to table this topic until the Park and Tree meeting was made by Michael McClellan. The motion was seconded by Wayne Knop. The motion passed 3-0.

**Item 6:** A discussion concerning campout reservation policy at Lewis-Young Park. Historically, organizations such the Boy Scouts and Girl Scouts have been allowed to camp in the park. Should the policy extended to allow other organizations.

All agreed to table this topic until the Park and Tree meeting. No vote was taken.

Jack Kline asked Staff to compile a list of sample reservation policies from other municipalities. This list will be used to help draft our policy.

## **OLD BUSINESS:**

**Item 7:** Jack Kline updated the rest of the Park and Tree Board concerning discussions he had with Jason Frost, Director of the Powell Observatory. Kline met with Frost to discuss a proposal to plant four white pine trees north of the observatory. The newly planted trees are intended as replacements for trees that will be cut on the south side of the observatory. The Park and Tree Board approved the removal of the trees located on the south side of the observatory at its November 10, 2014 meeting.

Kline explained that he was in favor of the proposed trees. He stated that the species and location of the new trees will be a good fit for L/Y Park. He added that as the trees grow they will provide screening for the observatory from the ballfield lights. No negative comment was made by the rest of the Park and Tree Board members.

## **REPORTS:**

**Item 8:** A report from Michael McClellan concerning the current condition of the ballfields at Lewis-Young Park.

Michael McClellan presented the Park and Tree Board with a comprehensive report concerning the current condition of the ball fields at L/Y Park. See attached report. All agreed that the information contained in the report was extremely helpful. Jack Kline suggested that the board use this report to create a priority list of repairs that are needed on the ballfields. Kline added that he would like to see a priority list created by the January 9, 2017 meeting.

No further discussion occurred concerning this topic.

**Item 9:** Staff Report concerning Lighting Fees at Lewis-Young Park.

Staff provided a report to the Park and Tree Board that outlines the revenue that was received from light and field usage at L/Y Park. A total of \$10,830.00 has been collected for fees as of October 10, 2016.

Michael McClellan reminded the board that they approved a field usage fee increase from \$10 to \$15 an hour on April 9, 2016. The intent of the fee increase is to offset the actual cost to operate the field lighting and electrical usage in the concession stand. This fee increase will take effect on January 1, 2017.

This fee increase recommendation will be forward to the City Council and discussed during its October 17, 2017 meeting.

**Item 10:** Staff report concerning solicitation for bids to hay uncultivated land in Lewis-Young Park.

Staff provided a copy of an ad that was placed in the paper on August 31, 2016 soliciting bids to hay/mow uncultivated field at L/Y Park. The Park and Tree Board directed Staff to solicit the hay/mow contract for bid. Bids will be accepted by the city until November 15, 2016.

Wayne Knop suggested that the following item be added to the final contract:

1. Mowed/hayed area shall be fertilized.
2. All hay shall be removed by July 4<sup>th</sup> each year.

No further discussion occurred concerning this item.

**Item 11:** Staff report concerning nuisance beavers at Ron Weers Park.

Nathan Law explained that the city received multiple complaints concerning beaver damage at the lake in Ron Weers Park. The beavers damaged several trees and it was suggested to have them removed from the lake by the residents living nearby. Law mentioned that a private company was hire to have the beavers removed. As of this date two beavers were caught and extracted from the area. No further complaints about beaver in the lake have been received.

**Item 12:** Staff report concerning the 2016 Fishing Derby.

Staff provided a Fishing Derby report compiled by Sue Apple. This report outlines the events that occurred during the 2016 Fishing Derby. This report also lists the remaining prizes that are available for the 2017 event. Nathan Law stated that a “Checklist” has been created for next year. This checklist will be used to help make this event a bigger success in the future. Law suggested that low participation during the 2016 Fishing Derby was caused by ineffective advertising. Law mentioned that advertisement will be increased next year.

No further discussion occurred concerning this topic.

**Item 13:** A discussion concerning Grimm’s Gardens sale on growbag-grown trees.

Staff provided the Park and Tree Board with a flyer that advertises tree sales at Grimm’s Gardens. After review of the flyer no action was taken to purchase trees.

**Item 14: ADJOURNMENT:**

A motion was made by Michael McClellan to adjourn the meeting. The motion was seconded by Wayne Knop. Motion carried 3-0. The meeting concluded at 7:46 pm.

Submitted by Rusty Whitham  
Recording Secretary